

MEETING AGENDA AND MINUTES

Meeting Name:	I-15 CORE RFP Kickoff Meeting	Meeting #:	1
Date of Meeting:	02 June 2009	Time:	9 to 10 am
Location:	Karen Gail Miller Conference Center (KGMC) 9750 South 300 West Sandy, UT 84070	Facilitator:	Dal Hawks

a. Purpose

- Welcome and congratulate pre-approved teams
- Set the ground rules and expectations for the RFP process

b. Agenda

Subject	Presenter	Duration
a. Congratulations to short-listed teams	Dal Hawks	
b. Housekeeping: <ul style="list-style-type: none"> Restrooms Sign-up sheet (posted on web) Circulate meeting agenda (posted on web) Questions welcome at the end of the meeting 	Dal Hawks	5 min
c. Introductions: <ul style="list-style-type: none"> The Department team Short-listed teams 	Dal Hawks	5 min
d. General Information	John Bourne	5 min
Conflict of interest agreements		
Confidentiality agreements		
Individual team meetings: Individual team meetings will follow this kickoff session and will be used to answer general questions. Information provided by the Department during this meeting is intended to provide general guidance for each respective team. The final RFP will govern and supersede all information provided during individual team meetings. <i>(Note: Meetings today and on June 9 do not count against total number of allowed meetings.)</i>		
Individual meetings schedule (in alphabetical order): <ul style="list-style-type: none"> Flatiron-Skanska-Zachry (10:30 am to 11:30 am) Provo River Constructors (12:30 pm to 1:30 pm) Timpanogos Transportation Constructors (2:00 pm to 3:00 pm) 		
e. Technical Design Presentation	Dan Dixon	5 min
Date: 9 June 2009		
Time: 8 am to 4:30 pm		
Location: Miller Free Enterprise Auditorium 9750 South 300 West		

Sandy, UT 84070		
Purpose: <ul style="list-style-type: none"> Share all the Department technical information and data Allow technical clarification questions NOTE: In-depth, RFP specific questions will not be answered.		
f. Procurement	Todd Jensen	15 min
Strategy of I-15 CORE procurement: <ul style="list-style-type: none"> RFP is a work in progress. The Department will modify the RFP via addenda to incorporate proposer comments and suggestions. 		
Draft RFP sections issued today (June 2 nd): <i>Please see the detailed handout</i>		
Procurement Schedule <ul style="list-style-type: none"> June 16th: Part 1 – General Provisions, Part 2 – General Requirements <ul style="list-style-type: none"> The Department will consider this release as the Final RFP. The Department will issue two (2) complete DVD copies of the Final RFP. Future addenda will be issued against the Final RFP. Individual Department/Proposer discussions may be scheduled after the Final RFP is issued June 16th. October 15th: Proposer/the Department discussions complete October 30th: the Department issues final addenda November 19th: Technical and price allocation due <ul style="list-style-type: none"> Some information (i.e. Traffic Modeling) may be required prior to 11/19/09. December 10th: Contractor Selection December 18th: Contract Executed 		
g. Ground Rules for Future Individual Meetings	David Downs	10 min
Purpose: Proposers will recommend location to hold individual discussions with the Department to discuss Initial Technical Proposals, alternate technical concepts (ATCs), design exceptions if any, and industry review comments to RFP.		
Logistics: <ul style="list-style-type: none"> The total number of Proposer/the Department meetings available will be limited to ten (10) meetings lasting up to four (4) hours per meeting. Proposers will not be penalized if all allocated meetings are not used. Beginning June 23, the following days will be reserved for each of the shortlisted teams: <ul style="list-style-type: none"> Tuesdays from 1 to 5 pm: Flatiron/Skanska/Zachry Wednesdays from 1 to 5 pm: Provo River Constructors Thursdays from 1 to 5 pm: Timpanogos Transportation Constructors Unused meeting time may not be applied to future meetings. At least one (1) week prior to the meeting, request approval at corerfp@utah.gov and submit a draft agenda. Proposers shall submit the final agenda to the Department at least 48 hours prior to a scheduled meeting. The Proposers will be responsible for documenting meeting minutes of the discussions. Minutes must be submitted to the Department for review and approval within 48 hours of the conclusion of the meeting. Follow-up and Action items must be clearly outlined in the minutes. The Department will keep all information, data and discussion confidential. However, if during individual discussions the Department determines that an error or omission has occurred in the procurement documents that would impact the procurement process or the Department's ability to fairly procure a design-build team, the Department will correct that error or omission with an addendum. 		

<ul style="list-style-type: none"> The Department commits to provide timely feedback to all questions. 		
h. Topics for future meetings	Dal Hawks	5 min
Co-location options		
Feedback on meeting schedule		
Web-Based file sharing		
How quickly can Contract be executed after selection?		
i. Process to contact the Department	Dal Hawks	
Email corefp@utah.gov <ul style="list-style-type: none"> Questions Meetings NOTE: Please keep meetings and questions separate.		
j. Questions	Dal Hawks	5 min
k. Adjourn		5 min
Distribute two (2) copies of Draft RFP		

c. Next Meeting

Date:	06/09/09	Time:	8 am to 4:30 pm	Location:	Miller Free Enterprise Auditorium 9750 South 300 West Sandy, UT 84070
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REQUEST FOR PROPOSALS KICKOFF MEETING

02 JUNE 2009

Name	Company	Email Address
1. K. N. GUNALAN "GUNA"	Timpanogos T. C.	gunalan@pbworld.com
2. Jake Machette	Timpanogos TC	jake.machette@kiewit.com
3. ROGER TREVETT	TIMPANOGOS T.C.	roger.trevett@prns.com
4. VICKI ENGELMAN	TIMPANOGOS TC	vicki.engelman@kiewit.com
5. TERRY CONSTABLE	TIMPANOGOS TC	Terry.Constable@kiewit.com
6. SCOTT OKELBERRY	TIMPANOGOS	sokelberry@wwclyde.net
7. MIKE SEARE	TIMPANOGOS	mike.seare@kiewit.com
8. ANDY GHOFRANI	"	andy.ghofrani@gcinc.com
9. DAVE HALES	Timpanogos	dhales@wwclyde.net
10. Ken Hanna	Timpanogos	Ken.hanna@kiewit.com
11. DOUG DUPLISEA	"	DOUG.DUPLISEA@KIEWIT.COM
12. TUMR. BARVES	PROVO RIVER - PRC	TUMR.BARVES@FLUOR.COM
13. DICK FAHLAND	" "	RF AHLAND@AMESCO.COM
14. Mike MacArthur	Provo River Constructors	mmacarthur@amesco.com
15. MICHAEL LASKO	FLATIRON SKANSKA ZACHRY JR	MICHAEL.LASKO@CH2M.COM
16. NORM AVERY	" " "	navery@flatironcorp.com
17. CURTIS WELTZ	" " "	cweltz@flatironcorp.com
18. Lloyd Smith	SKanska	Lloyd.Smith@Skanska.com
19. Paul Newman	Flatiron Skanska Zachry	pnewman@flatironcorp.com
20. JEAN ABIASSI	FLATIRON SKANSKA ZACHRY	JEAN.ABIASSI@ZACHRYCORP.COM

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REQUEST FOR PROPOSALS KICKOFF MEETING

02 JUNE 2009

Name	Company	Email Address
1. JOHN COUTURE	FLATIRON SKANSKA ZACHRY	jcouture@flatironcorp.com
2. TED KIRK	FLATIRON SKANSKA ZACHRY	tkirk@flatironcorp.com
3. RICK LUEBBERS	FLATIRON SKANSKA ZACHRY	RLUEBBER@CH2M.COM
4. John Holzwarth	FLATIRON SKANSKA ZACHRY	John.Holzwarth@CH2M.COM
5. Chris Bisio	FLATIRON SKANSKA ZACHRY	Chris.bisio@CH2M.COM
6. JOE SHOWERS	FLATIRON SKANSKA ZACHRY	JSHOWERS@CH2M.COM
7. JONATHAN UPDIKE	PROVO RIVER CONSTRUCTORS	jon.updike@flhor.com
8. SCOTT RISLEY	PROVO RIVER CONSTRUCTORS	SCOTT.RISLEY@FLHOR.COM
9. Michael King	Timpanogas T.C.	michael.King@wilsenco.com
10. BRYAN DILLON	FHWA	BRYAN.DILLON@DOT.GOV
11. RACHEL McQUILLEN	TIMPANOGAS	rachel.mcquillen@urscorp.com
12. Con Wadsworth	Provo River Constructors	CWadsworth@wadsco.com
13. GUY WADSWORTH	Provo River Constructors	guy@wadsbro.com
14. JORGE A. LARIS	FLATIRON - SKANSKA - ZACHRY	JORGE.Laris@ZACHRYCORP.COM
15. AL McCULLOUGH	✓	AL.McCULLOUGH@ZACHRYCORP.COM
16. Tom Howen	TIMPANOGAS TC	Tom.Howen@Kiewit.com
17. MIKE HANSEN	TIMPANOGAS	MICHAEL.HANSEN@KIEWIT.COM
18.		
19.		
20.		